

**STANDARD PRACTICE INSTRUCTION**

**DATE:** July 31, 2023 Reviewed and Update

**SUBJECT:** Ladder Safety Program.

**REGULATORY STANDARD:** 29 CFR 1910.25 Portable Wood Ladders  
29 CFR 1910.26 Portable Metal Ladders  
29 CFR 1926.1053 -1060 Construction

**BASIS:** Ladders are a major source of injuries and fatalities. OSHA estimates that there are approximately 25,000 injuries and as many as 35 fatalities each year due to falls from stairways and ladders. Most of these accidents can be prevented if proper safety precautions are initiated. This poses a serious problem for exposed workers and their employer. The OSHA Standards governing Stairs and Ladders establish uniform requirements to ensure that the hazards existing in U.S. workplaces are evaluated, safety procedures implemented, and that the proper hazard information is transmitted to all affected workers.

**GENERAL:** Salisbury University will ensure that all potential hazards regarding ladders within our facility or job sites are evaluated. This standard practice instruction is intended to address comprehensively the issues of evaluating and identifying potential deficiencies, evaluating the associated potential hazards, communicating information concerning these hazards, and establishing appropriate procedures and protective measures for employees.

**RESPONSIBILITY:** The Environmental Safety Manager serves as the "Safety Manager." The Safety Manager is solely responsible for all facets of this program and has full authority to make necessary decisions to ensure success of the program. The Safety Manager is the sole person authorized to amend these instructions and is authorized to halt any operation of the facility where there is danger of serious personal injury.

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## **Salisbury University Ladders Safety Program**

**1. Written Program.** Salisbury University will review and evaluate this standard practice instruction on an annual basis, or when changes occur to the governing regulatory standards that prompt revision of this document, or when facility operational changes occur that require a revision of this document. Effective implementation requires a written program for job safety and health that is endorsed and advocated by the highest level of management within this facility and that outlines our goals and plans. This written program will be communicated to all required personnel. It is designed to establish clear goals and objectives.

**2. General Requirements.** All facilities and equipment owned by the University will be maintained in a safe and healthful manner. Certain work conditions may be associated with a reasonable probability of injury that can be prevented by proper maintenance and supervision. Salisbury University will do everything possible to ensure the safety of our employees. No employee will knowingly be subjected to a hazardous condition without all possible protective measures first being implemented.

**3. Fiberglass/Wooden Ladders Safety Policy.** To insure safety and serviceability, the following precautions concerning the care and use of fiberglass/wooden ladders will be observed:

- 31 Care, fiberglass/wooden ladders. The following safety precautions will be

3.2.1 Portable rung and cleat ladders will, where possible, be used at such a pitch that the horizontal distance from the top support to the foot of the ladder is one-quarter of the working length of the ladder (the length along the ladder between the foot and the top support). The ladder will be so placed as to prevent slipping, or it will be lashed, or held in position. Ladders will not be used in a horizontal position as platforms, runways, or scaffolds.

3.2.2 Ladders for which dimensions are specified should not be used by more than one person at a time nor with ladder jacks and scaffold planks where use by more than one person is anticipated. In such cases, specially designed ladders with larger dimensions of the parts should be procured.

3.2.3 Portable ladders will be so placed that the side rails have a secure footing. The top rest for portable rung and cleat ladders will be reasonably rigid and will have ample strength to support the applied load.

3.2.4 Ladders will not be placed in front of doors opening toward the ladder unless the door is blocked, locked, or guarded.

3.2.5 Ladders will not be placed on boxes, barrels, or other unstable bases to obtain additional height.

3.2.6 Ladders with broken or missing steps, rungs, or cleats, broken side rails, or other

3.2.8 Ladders

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ladders will be used as follows:

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3.2.12 Portable rung ladders with reinforced rails will only be used with the metal reinforcement on the underside.

3.2.13 No ladder should be used to gain access to a roof or elevated work area unless the top of the ladder is extended at least 3 feet above the point of support.

3.2.14 All portable rung ladders will be equipped with nonslip bases when there



5.1.3 Ladders having defects are to be marked and taken out of service until repaired by either maintenance department or the manufacturer.

52 Use, metal ladders. The following safety precautions will be observed in connection with the use care of metal ladders:

5.2.1 A simple rule for setting up a ladder at the proper angle is to place the base a distance from the vertical wall equal to one-fourth the working length of the ladder.

5.2.2 Portable ladders are designed as a one-man working ladder based on a 200-pound load.

5.2.3 The ladder base section must be placed with a secure footing.

5.2.4 The top of the ladder must be placed with the two rails supported, unless equipped with a single support attachment.

5.2.5 When ascending or descending, the climber must face the ladder.

5.2.6 Ladders must not be tied or fastened together to provide longer sections. They must be equipped with the hardware fittings necessary if the manufacturer endorses extended uses.

5.2.7 Ladders should not be used as a brace, skid, guy or gin pole, gangway, or for other uses than that for which they were intended, unless specifically recommended for use by the manufacturer.

5.2.8 Metal ladders will not be used when work is performed on or near electric circuits. See 29 CFR 1910.333.

5.2.9 No new metal ladders will be purchased. All metal ladders removed from service for any reason will be replaced with fiberglass ladders.

## 6. Portable Metal Ladders.

61 General requirements. This facility will purchase only ladders without structural defects or potential accident hazards such as sharp edges, burrs, etc. This facility will purchase ladders meeting industrial grade specifications. Homemade or in-house constructed ladders will not be used by this facility.

**7. Procurement and Disposal of Ladders.** Procurement of ladders will be accomplished based on the type of work anticipated to be performed and in accordance with this Standard Practice Instruction and applicable OSHA Regulations.

